

*The Ministry of Education, Youth and Sports, pursuant to Section 87(1)(a), Section 41(2) in conjunction with Section 36(2) and (4) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended, registered under Ref. No. MSMT-16571/2025-2 the **Statute of Pan-European University, a.s.**, on the date of signature of the registration.*

.....
*Mgr. Vojtěch Tomášek
Director of the Department of Higher Education*

STATUTE

PAN-EUROPEAN UNIVERSITY, A. S.

2025

STATUTE

Pan-European University, a. s.

PART ONE

Introductory Provisions

Article 1

1. The Statute of Pan-European University, a.s. (hereinafter the "Statute"), in accordance with Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended (hereinafter the "Act"), lays down the principles of study, instruction, research work and the governance of Pan-European University, a.s. (hereinafter "PEUNI" or the "University").
2. The Statute applies to members of the academic community and other staff of the University.

Article 2

Basic Characteristics of the University

1. PEUNI (formerly Vysoká škola podnikání a práva, a.s.) was established by entry in the Commercial Register on 1 June 2015; state approval to act as a private higher education institution was granted to the University by a decision of the Ministry of Education, Youth and Sports, Ref. No. MSMT-2685/2015-3 of 26 May 2015.
2. The University is a legal entity – a joint-stock company. In legal relations, both towards employees and business partners as well as state and regional institutions, it acts in its own name and on its own property liability.
3. Identification details of the University:
 - a) name of the University: Pan-European University, a. s.
 - b) registered seat of the University: Prague
 - c) type of legal entity: joint-stock company, Company ID No. 04130081
 - d) statutory body of the University: Board of Directors of the joint-stock company
 - e) type of higher education institution: university-type higher education institution
4. Name of the University in foreign languages:
 - a) In English: Pan-European University,
 - b) In German: Paneuropäische Universität,
 - c) In Russian: Панъевропейский Университет.
5. The Board of Directors is the supreme body of the joint-stock company and appoints and dismisses the Rector, Vice-Rectors, Deans and the Bursar. The Supervisory Board performs the controlling function; its members are elected and dismissed by the General Meeting.
6. The bodies of the joint-stock company which exercise the powers of a higher education institution as laid down in Parts Four to Eleven of the Act (hereinafter the "academic bodies of the University") are the Rector, the Scientific Council, the Board for Internal Evaluation and the Disciplinary Committee. Other bodies of the University are the Rector's Collegium, Vice-Rectors, Deans, Vice-Deans, the Bursar and Heads of Departments.
7. The University uses on diplomas and diploma supplements a round stamp with the small national coat of arms of the Czech Republic and the text: Pan-European University, a.s.

Article 3

Mission of the University

1. The University carries out educational, scientific, research, development, innovation and other creative activities.
2. The University provides higher education in accredited bachelor's study programmes and awards graduates the academic degree "bachelor", abbreviated "Bc.", placed before the name.
3. The University provides higher education in accredited follow-up master's study programmes and awards graduates the academic degree "engineer", abbreviated "Ing.", or "master", abbreviated "Mgr.", placed before the name.

4. The University provides higher education in an accredited doctoral study programme and awards graduates the academic degree "doctor", abbreviated "Ph.D.", placed after the name.
5. The University may also carry out supplementary activities, provided they are linked to its educational and scientific, research, development and other creative activities.

Article 4 **Academic Community of the University**

1. The academic community of the University consists of its academic staff and students.
2. Academic staff are professors, extraordinary professors, associate professors, senior lecturers, assistants, lecturers and scientific, research and development staff who are employees of PEUNI and carry out both teaching and creative activities (hereinafter "creative staff"). Detailed conditions for the establishment and filling of the post of extraordinary professor shall be laid down by the Rector in a Rector's Directive.
3. An applicant for study becomes a student on the day of enrolment in studies or, in the case of interrupted studies, on the day of re-enrolment in studies.
4. Other employees of the University are those who are not academic staff.
5. Members of the academic community are informed about the activities and intentions of the University through:
 - a) structured information on the University's official noticeboard,
 - b) information published in the University's information system,
 - c) the annual report of the University,
 - d) the report on internal evaluation of the quality of educational, creative and related activities,
 - e) minutes of meetings of the Scientific Council or the Board for Internal Evaluation,
 - f) assemblies of the academic community of the University.
6. The assembly of the academic community of the University may be convened by the Rector or the Board of Directors.

Article 5 **Academic Freedoms and Academic Rights**

Academic freedoms and academic rights at PEUNI are guaranteed in accordance with Section 4 of the Act.

Article 6 **Academic Insignia, Academic Ceremonies and Awards**

1. The symbols of PEUNI and the outward expression of the academic traditions, rights, freedoms and social status of the University are the academic insignia and the University logo.
2. The academic insignia of PEUNI are the mace, chains and gowns, which may be used on ceremonial occasions by:
 - a) the Chair of the Board of Directors,
 - b) the Rector, Vice-Rectors, Deans and Vice-Deans,
 - c) professors, extraordinary professors, associate professors and other academic staff as instructed by the Rector
 - d) the Bedel,
 - e) distinguished guests of the University as decided by the Rector.
3. Documentation on the academic insignia and gowns is kept at the Rector's Office and the conditions for their use are laid down by the Rector in a decision.
4. PEUNI awards the honorary title "doctor honoris causa of Pan-European University" (abbreviated "Dr. h. c.") to particularly distinguished figures in world science, education and practice. The title is conferred by the Rector after discussion with the Scientific Council. Documentation on the titles awarded is kept at the Rector's Office.
5. PEUNI awards commemorative medals to academic staff and distinguished Czech and foreign personalities who have contributed to the development of science, education and practice. The medal is awarded by the Rector after discussion with the Scientific Council. Documentation on the medals awarded is kept at the Rector's Office.
6. The University logo is depicted in Annex 1 to the Statute.

PART TWO

Activities of the University

Article 7

Basic Activities of the University

The basic activities of the University are in particular:

- a) educational activities,
- b) scientific, research, development, innovation and other creative activities,
- c) lifelong learning,
- d) publishing activities,
- e) international cooperation.

Article 8

Educational Activity

- 1. Educational activity is a fundamental right and duty of an academic staff member.
- 2. Educational activity is organised so as to enable students to complete the relevant study programme while complying with the conditions of the study plan and the Study and Examination Rules.
- 3. The University publishes the academic year schedule each year well in advance.

Article 9

Scientific, Research, Development, Innovation and Other Creative Activity

- 1. Scientific, research, development, innovation and other creative activity (hereinafter "creative activity") forms the knowledge base of educational activity.
- 2. Creative activity is a fundamental right and duty of academic staff and creative staff of the University. It is carried out under conditions of freedom of scientific research and publication of its results.
- 3. The basic directions of the University's creative activity are discussed by the Scientific Council.
- 4. The University ensures favourable personnel, material and organisational conditions for the creative activity of academic and creative staff and students of the University.

Article 10

Lifelong Learning

- 1. Within lifelong learning, the University may organise courses focused on professional performance or on personal interests.
- 2. Courses are usually offered for a fee. Upon successful completion of a course, the University issues a certificate.
- 3. The conditions of study in lifelong learning programmes are laid down in the Lifelong Learning Code.

Article 11

Publishing Activity

- 1. The publishing activity of the University is developed with the aim of increasing the quality of educational and creative activities, in particular through the publication of its own teaching materials and specialist publications.
- 2. Publishing activity is financed from the University's budget, and possibly from financial contributions of University sponsors and grants.

Article 12

International Cooperation

- 1. International cooperation is one of the prerequisites for educational and creative activity.
- 2. The University creates, within its possibilities, conditions for establishing international cooperation.

PART THREE

Bodies of the University

Article 13

1. The academic bodies of the University are:
 - a) the Rector,
 - b) the Scientific Council,
 - c) the Subject-Area Board,
 - d) the Board for Internal Evaluation,
 - e) the Disciplinary Committee,
 - f) the Student Council.
2. Other bodies of the University are:
 - a) the Rector's Collegium,
 - b) Vice-Rectors,
 - c) Deans,
 - d) Vice-Deans
 - e) the Bursar,
 - f) Heads of Departments.
3. The function of the Academic Senate within the meaning of the Act is performed by the Board of Directors of the University.

Article 14

Rector

1. The Rector manages the University, represents and acts on its behalf externally and speaks in its name. The Rector is obliged to appoint one of the Vice-Rectors as his/her deputy.
2. The Rector:
 - a) directs the activities of Vice-Rectors and Deans, assigns tasks to them and supervises their activities,
 - b) proposes to the Board of Directors the principles for the distribution of teaching duties of academic staff and ensures the implementation of personnel processes in relation to academic staff of the University,
 - c) decides on administrative and legal matters of students in accordance with the Act and internal regulations of the University and other binding documents,
 - d) submits to the Board of Directors proposals for the appointment and dismissal of Vice-Rectors, Deans and the Bursar,
 - e) appoints and dismisses guarantors of study programmes,
 - f) appoints and dismisses chairs and members of examination boards for state final examinations and the chair and members of the Disciplinary Committee,
 - g) appoints and dismisses members of the Scientific Council,
 - h) appoints and dismisses members of the Board for Internal Evaluation and members of the Subject-Area Board,
 - i) appoints and dismisses members of the Rector's Collegium,
 - j) appoints and dismisses a faculty Vice-Dean on the proposal of the Faculty Dean,
 - k) appoints a visiting professor on the proposal of the Scientific Council,
 - l) appoints an emeritus professor on the proposal of the Scientific Council,
 - m) awards the honorary title "doctor honoris causa of Pan-European University" and the commemorative medal after discussion with the Scientific Council.
3. In addition to the bodies of the University established by this Statute, the Rector may set up other advisory bodies.
4. The Rector submits to the Scientific Council for discussion:
 - a) a draft strategic plan of the University,
 - b) proposals for study programmes,
 - c) an application for accreditation, extension of accreditation or extension of the validity of accreditation of study programmes,
 - d) an application for institutional accreditation for an area or areas of education and for extension of institutional accreditation to another area or areas of education,

- e) an application for accreditation of a habilitation procedure or procedure for appointment as professor,
- f) a plan to relinquish institutional accreditation and a plan to cancel a study programme,
- g) a draft Rules of the System for Quality Assurance of Educational, Creative and Related Activities and Internal Evaluation of the Quality of Educational, Creative and Related Activities of the University,
- h) plans for appointment or dismissal of members of the Board for Internal Evaluation,
- i) a proposal for supervisors of doctoral theses,
- j) a proposal for the composition of the Subject-Area Board for a doctoral study programme.

5. The Rector is, pursuant to Section 50(6) of the Act, the appellate administrative authority in matters of appeals by applicants for study against decisions on admission to study at the University.
6. The Rector is, pursuant to Section 68(4) and (5) of the Act, the appellate administrative authority in matters of appeals by students against decisions concerning the rights and duties of students defined in Section 68(1) of the Act.
7. The Rector ensures the drafting, discussion and submission to the Ministry of Education, Youth and Sports (hereinafter also the "Ministry") of the following documents:
 - a) the annual report on the activities of the University within the time limit and in the format laid down by the Minister of Education, Youth and Sports (hereinafter the "Minister"); the content of the annual report on the activities of the University is governed by Section 42(1)(a) of the Act,
 - b) the strategic plan of the University and the annual plan for the implementation of the strategic plan, within the time limit and in the format laid down by the Minister,
 - c) the report on internal evaluation of the quality of educational, creative and related activities and supplements to this report.
8. The Rector submits to the Ministry an application for registration of internal regulations of the University.
9. At the request of the National Accreditation Bureau for Higher Education (hereinafter the "National Accreditation Bureau"), the Rector ensures the drafting and provision of all relevant information within the required time limit.
10. The Rector submits to the National Accreditation Bureau:
 - a) an application for accreditation, extension of accreditation or extension of the validity of accreditation of study programmes,
 - b) an application for institutional accreditation for an area or areas of education and for extension of institutional accreditation to another area or areas of education,
 - c) an application for accreditation of a habilitation procedure or procedure for appointment as professor,
 - d) an application to relinquish institutional accreditation or to cancel a study programme.
11. The Rector ensures publication on the public part of the University's website of:
 - a) a list of accredited study programmes implemented by the University, including their type and profile, form of instruction, standard length of study and their accessibility for persons with disabilities,
 - b) information on any restriction or withdrawal of accreditation of a study programme,
 - c) registered internal regulations of the University, including data on their validity and effectiveness,
 - d) the annual report on the activities of the University and the strategic plan of the University.
12. The Rector is appointed by the Board of Directors. The Rector's term of office is three years and commences on the day of appointment. The office may be held repeatedly. The Board of Directors may dismiss the Rector before the expiry of the term of office; its decision on dismissal must be justified.

Article 15 **Scientific Council**

1. The Scientific Council is an expert creative and advisory academic body of the University.
2. The Scientific Council has at least 15 members, at least one third of whom are persons other than members of the academic community of the University. The Rector is the Chair of the Scientific Council.
3. Other members of the Scientific Council are appointed and dismissed by the Rector on the basis of their professional, scientific-research and teaching achievements. Members of the Scientific Council may be academic staff, research staff, senior staff of important partner enterprises and institutions and other distinguished experts in their fields of activity.
4. The Scientific Council:
 - a) discusses and approves fundamental issues of educational and creative activities and cooperation with practice,
 - b) discusses, on the Rector's proposal, the draft strategic plan and the annual plan for implementation of the strategic plan,

- c) discusses study programmes submitted by the Rector,
- d) discusses the Rector's plan to submit an application for accreditation, extension of accreditation or extension of the validity of accreditation of study programmes,
- e) discusses, on the Rector's proposal, the plan to submit an application for institutional accreditation for an area or areas of education and for extension of institutional accreditation to another area or areas of education,
- f) discusses the Rector's plan to submit an application for accreditation of a habilitation procedure or procedure for appointment as professor,
- g) discusses, on the Rector's proposal, the plan to relinquish institutional accreditation and the plan to cancel a study programme,
- h) discusses and approves internal regulations of the University,
- i) discusses the report on internal evaluation of the quality of educational, creative and related activities and supplements to this report,
- j) discusses and approves supervisors of doctoral theses,
- k) discusses and approves the composition of the Subject-Area Board for the doctoral study programme on the Rector's proposal,
- l) proposes to the Rector candidates for membership of the Board for Internal Evaluation,
- m) proposes to the Rector candidates for appointment as visiting professors,
- n) proposes to the Rector candidates for appointment as emeritus professors,
- o) discusses issues of educational and creative activities and related activities,
- p) discusses the Rector's proposal to establish and fill the post of extraordinary professor,
- q) discusses the conferral of the honorary title "doctor honoris causa of Pan-European University" and of the commemorative medal,
- r) expresses its views on issues submitted by the Rector for discussion.

5. The Rules of Procedure of the Scientific Council govern its meetings.
6. The term of office of members of the Scientific Council is three years. Membership in the Scientific Council terminates upon expiry of the term of office, death, resignation or dismissal.
7. The Scientific Council is convened by its Chair as needed, but at least twice a calendar year. The Chair of the Scientific Council may convene an extraordinary meeting of the Scientific Council on his/her own initiative or at the proposal of a member of the Scientific Council or the Chair of the Board of Directors.
8. Meetings of the Scientific Council are chaired by the Rector or a representative authorised by the Rector. Minutes of the meeting are drawn up by a person authorised by the Rector.
9. The Scientific Council has a quorum if more than half of all its members are present. Resolutions of the Scientific Council are adopted by a majority of the members present. In urgent cases, the Scientific Council may adopt resolutions outside a meeting (per rollam). A per rollam vote is called by the Rector and adoption of a resolution requires a majority of all members of the Scientific Council.

Article 16 **Board for Internal Evaluation**

1. The Board for Internal Evaluation (hereinafter the "Board") is established as a managing, expert, initiating and coordinating body of PEUNI focused on designing, implementing and supporting the functioning of the system for quality assurance and internal evaluation of the quality of educational, creative and related activities of PEUNI.
2. The Rector is the Chair of the Board.
3. The Vice-Chair of the Board is appointed and dismissed by the Rector from among academic staff of the University who are professors, extraordinary professors or associate professors.
4. The Board consists of the Chair and eight permanent members appointed by the Rector. Two members are appointed by the Rector on the proposal of the Scientific Council and one member is always appointed by the Rector from among students of the University on the proposal of the Student Council. At least five members of the Board must not be employees of PEUNI. If the Rector does not appoint a proposed person as a member of the Board, he/she is obliged to justify this to the proposer.
5. Membership of the Board is incompatible with the office of Dean, Vice-Dean and Head of Department.
6. The Chair of the Board may invite experts to meetings of the Board, depending on the subject under discussion, with an advisory vote.
7. In its activities, the Board is governed by the Statute of the Board for Internal Evaluation.
8. The Board:

- a) approves a draft Rules of the System for Quality Assurance of Educational, Creative and Related Activities and Internal Evaluation of the Quality of Educational, Creative and Related Activities,
- b) discusses and approves study programmes submitted by the Rector, where these are study programmes falling within areas of education for which PEUNI holds institutional accreditation,
- c) discusses and approves the plan submitted by the Rector to submit to the National Accreditation Bureau an application for accreditation, extension of accreditation or extension of the validity of accreditation of study programmes in cases where the decision concerned falls within the competence of the National Accreditation Bureau,
- d) adopts remedial measures in the event of shortcomings in the implementation of a study programme authorised under point (b), namely
 - a call to the relevant faculty to remedy the shortcomings within a reasonable time,
 - a ban on admitting further applicants to the given study programme,
- e) discusses and approves the withdrawal of authorisation to implement a study programme; a proposal for approval of this remedial measure may only be submitted by the Rector,
- f) approves substantial changes in a study programme during its implementation on the basis of accreditation granted by the National Accreditation Bureau,
- g) discusses and approves, on the Rector's proposal, the plan to submit to the National Accreditation Bureau an application for institutional accreditation for an area or areas of education and for extension of institutional accreditation to another area or areas of education, the plan to relinquish institutional accreditation and the plan to cancel a study programme,
- h) discusses and approves the plan to submit to the National Accreditation Bureau an application for accreditation of a habilitation procedure or procedure for appointment as professor submitted by the Rector,
- i) discusses and approves methodological materials for specific matters,
- j) directs the process of internal evaluation of the quality of educational, creative and related activities of PEUNI and defines standards and procedures for quality evaluation at PEUNI,
- k) maintains continuous records of internal evaluation of the quality of educational, creative and related activities and verifies that the requirements for the quality of educational, creative and related activities at PEUNI are being met,
- l) approves corrective and preventive measures and measures adopted to improve quality,
- m) prepares, in accordance with Section 77b of the Act, the report on internal evaluation of the quality of educational, creative and related activities of PEUNI and its supplements.

9. The term of office of the Board is three years; membership of the Board may be held repeatedly.

Article 17 Disciplinary Committee

1. The Chair and members of the Disciplinary Committee are appointed by the Rector from among members of the academic community, half of whom must be students. The Disciplinary Committee has at least four members, two from among academic staff and two from among students of the University.
2. The term of office of members of the Disciplinary Committee is two years.
3. The Disciplinary Committee discusses disciplinary offences of students of the University and submits a proposal for a decision to the Rector.
4. Decisions of the Disciplinary Committee are adopted by vote of Committee members. A majority of the votes of members present is sufficient to adopt a decision. In the event of a tie, the Chair of the Disciplinary Committee has the casting vote.
5. The initiation and course of disciplinary proceedings are regulated by the Disciplinary Code for Students.

Article 18 Student Council

1. The Student Council is the representative body of students of the University. Its members are students elected from among members of the academic community of the University. A member of the Student Council may be a student of a bachelor's, follow-up master's or doctoral study programme, in full-time or part-time form of study, who is duly enrolled in studies.
2. The Student Council has at least 3 and at most 15 members.
3. The term of office of the Student Council is two years.

4. The Student Council:
 - a) identifies the needs of students of the University and their attitudes to significant issues relating to their studies and submits to the Deans of the relevant faculties, or to the Rector, proposals for their solution;
 - b) cooperates with the Deans of individual faculties on internal evaluation;
 - c) cooperates with the University management and Deans of faculties on disseminating information on University matters among students;
 - d) submits to the Rector, through the Deans, proposals for student members of the University Disciplinary Committee and proposals for their possible removal before the expiry of the term for which they were appointed;
 - e) participates, through its representative in the Scientific Council, in decision-making on important issues concerning the development of the University;
 - f) represents the University, through its representative, in the student section of the Higher Education Council and at other official forums;
 - g) proposes and cooperates in the implementation of social, sports and other informal activities for students of the University.

Article 19 **Vice-Rectors, Deans and Vice-Deans**

1. A Vice-Rector is appointed and dismissed by the Board of Directors on the proposal of the Rector.
2. A Vice-Rector represents the Rector in the defined areas of the University's activities and is accountable to the Rector for his/her activities.
3. A Vice-Rector is responsible for implementing and ensuring the quality of educational, creative and related activities of the University in his/her entrusted area, in particular:
 - a) for implementation of the educational process and quality assurance of instruction in all types of accredited study programmes and forms of study and in lifelong learning programmes,
 - b) for development and innovation of the content of studies in accredited study programmes,
 - c) for development and fulfilment of the publishing and publication activities of academic staff,
 - d) for drafting the concept and development of the creative activities of the University,
 - e) for preparation, submission and implementation of projects and grants,
 - f) for cooperation and development of relations with other higher education institutions, research institutions and entities in practice in the Czech Republic and abroad.
4. Vice-Rectors participate:
 - a) in preparation, updating and concretisation of the strategic plan of the University,
 - b) in the admission procedure, study administration and communication with students and graduates of the University,
 - c) in internal evaluation of the quality of educational, creative and related activities,
 - d) in initiation and development of supplementary activities of the University,
 - e) in preparation and implementation of the University's marketing concept,
 - f) in representation of the University.
5. The performance of duties, powers and responsibilities of individual Vice-Rectors is determined by the Organisational Rules of PEUNI..
6. The term of office of a Vice-Rector is three years; the office may be held repeatedly. On the proposal of the Rector, the Board of Directors may dismiss a Vice-Rector before the expiry of his/her three-year term of office.
7. A Faculty Dean is appointed and dismissed by the Board of Directors on the proposal of the Rector.
8. A Faculty Dean is accountable to the Rector and the Board of Directors for his/her activities.
9. A Faculty Dean manages and supervises all activities of the faculty in the area of educational, creative and related activities in accordance with accredited study programmes.
10. A Faculty Dean submits to the Rector proposals for the conclusion, termination and changes of employment relationships of academic staff of the University assigned to the faculty.
11. A Faculty Dean ensures and coordinates fulfilment of tasks arising from the strategic plan of the University and other strategic documents in the field of faculty activities.
12. A Faculty Dean ensures and coordinates cooperation with other organisational units and departments of PEUNI.
13. A Faculty Dean ensures the quality and internal evaluation of the quality of educational, creative and related activities of the faculty.

14. The performance of duties, powers and responsibilities of individual Faculty Deans is determined by the Organisational Rules of PEUNI.
15. The term of office of a Faculty Dean is three years; the office may be held repeatedly. On the proposal of the Rector, the Board of Directors may dismiss a Faculty Dean before the expiry of his/her three-year term of office.
16. A Faculty Vice-Dean is appointed and dismissed by the Rector on the proposal of the Faculty Dean.
17. A Faculty Vice-Dean represents the Faculty Dean to the extent defined by the Dean and is accountable to the Dean for his/her activities.

Article 20
Rector's Collegium

1. The Rector's Collegium is a permanent advisory body of the Rector. Its members are appointed by the Rector.
2. Members of the Rector's Collegium are usually Vice-Rectors, Deans, the Bursar and Heads of Departments.
3. Meetings of the Rector's Collegium are convened and chaired by the Rector.
4. The Rector's Collegium discusses strategic and operational issues of the University's activities and management.

Article 21
Internal Accreditation Committee

1. The Internal Accreditation Committee is an advisory body of the Rector for matters related to accreditation processes of study programmes.
2. Members of the Internal Accreditation Committee are proposed from academic staff of the faculties who are actively involved in providing educational activities and from experts from institutions other than the University.
3. The Internal Accreditation Committee consists of seven permanent members appointed by the Rector. The Chair of the Committee is the Vice-Rector whose competence includes educational activities at the University. Other members of the Internal Accreditation Committee are appointed by the Rector on the proposal of the Deans. Each faculty has the right to propose three members, of whom two must be external experts, preferably listed among the assessors of the National Accreditation Bureau.
4. The Internal Accreditation Committee provides its opinions to the Rector through minutes of its meetings.
5. The procedure for meetings and decision-making of the Internal Accreditation Committee and other particulars are laid down in the Rector's Directive "Internal Accreditation Committee".

Article 22
Bursar

1. The Bursar is appointed and dismissed by the Board of Directors on the proposal of the Rector.
2. The performance of duties, powers and responsibilities of the Bursar is defined by the Organisational Rules of PEUNI.
3. The Bursar in particular:
 - a) is responsible for ensuring and implementing the economic and financial management of the University,
 - b) coordinates the preparation of documents and cooperates in updating and preparing strategic plans relating to the University's financial plans and economic results,
 - c) ensures the management of funds allocated for the activities of the University in accordance with legal regulations and internal regulations of the University, ensures the management and maintenance of the University's property and submits to the Board of Directors proposals for renewal of the University's property,
 - d) evaluates the economic conclusions of implemented strategic plans and partial strategies of the University,
 - e) coordinates and evaluates the results of the University's economic activities,
 - f) ensures the implementation of the internal system for quality assurance and evaluation and related activities of the University from the financial and material perspective.

Article 23
Head of Department

1. A Head of Department is appointed and dismissed by the Rector on the proposal of the Dean.
2. The Head of Department is subordinate to the relevant Dean.
3. The Head of Department manages the activities of the Department and in particular:
 - a) creates conditions for educational and research activities of Department members and for the application of the results of creative activities,
 - b) ensures the professional and pedagogical development of Department members,
 - c) submits to the Dean proposals in personnel and economic matters of the Department, including proposals relating to individual Department members,
 - d) ensures implementation of the internal system of quality assurance and evaluation of educational and creative activities and related activities,
 - e) is responsible for economical use of resources entrusted to the Department,
 - f) is responsible for compliance with rules of occupational safety and health protection,
 - g) ensures tasks arising from cooperation with practice and international cooperation,
 - h) appoints guarantors of study courses,
 - i) approves supervisors and reviewers of bachelor's and master's theses.
4. The Head of Department discusses all fundamental issues relating to Department activities with Department members.
5. The term of office of a Head of Department is three years. The function of Head of Department may be held repeatedly. The Rector may dismiss a Head of Department on the proposal of the Dean before the expiry of the term of office. The Head of Department may resign from the office.

PART FOUR
Organisation of the University

Article 24
Internal Structure

The University is organised into the Rector's Office, faculties, departments and other units within the meaning of Section 22(1)(c) of the Act.

Article 25
Rector's Office

1. The Rector's Office is the executive unit of the University.
2. It ensures organisational, information, administrative and other conditions for the activities of University units.
3. The Rector's Office is managed by the Rector.

Article 26
Faculties and Departments

1. A faculty is governed by the internal regulations of PEUNI and does not have legal personality.
2. The mission of a faculty is:
 - a) drafting proposals and participating in educational activities of the University by implementing study programmes accredited at PEUNI level,
 - b) drafting proposals and participating in the scientific activities of PEUNI,
 - c) drafting proposals and participating in the implementation of lifelong learning programmes at PEUNI.
3. A department is the basic unit of a faculty implementing educational and creative activities as specified by the Organisational Rules of PEUNI.
4. A department is established and dissolved by the Board of Directors on the proposal of the Rector.
5. A department consists of academic, creative and administrative staff of the University.

6. With the Rector's consent, a department may be divided into sections, which are established by the Head of Department.
7. A department ensures the development of study courses and the quality of their instruction, and where relevant of the entire study programme provided by the department.
8. A department ensures the development of creative activity corresponding to the department's subject focus.
9. A department may provide lifelong learning programmes, international cooperation, cooperation with practice and other activities determined by the University management.

Article 27
Other Units

1. In addition to the University's registered seat in Prague, PEUNI carries out educational, scientific and related activities at other units in Prague and Ostrava.
2. For implementation of educational activities in accredited study programmes in the regions and related activities, PEUNI may establish study centres.
3. A study centre is managed by a head who has appropriate professional and managerial competences.
4. The head of a study centre is appointed and dismissed by the Chair of the Board of Directors with the consent of the Rector.
5. For implementation in particular of scientific activities and for the purpose of expanding cooperation with practice, the Board of Directors may establish an independent unit in the form of an institute. The activities of the institute, including its economic management, are regulated by a separate statute of the relevant institute.
6. The director of an institute is appointed and dismissed by the Board of Directors with the consent of the Rector.

PART FIVE
Students and Employees

Article 28
Students

1. The rights and duties of students are laid down in the Act, the Disciplinary Code for Students and the Study and Examination Rules.
2. An applicant becomes a student on the day of enrolment in studies.
3. No later than on the day of enrolment, the admitted applicant concludes with PEUNI a written Study Agreement (hereinafter the "Study Agreement").
4. Students may be granted scholarships in accordance with the Scholarship Code of the University.
5. A person ceases to be a student on the day of completion of studies under Section 55(1) and Section 56 of the Act or due to interruption of studies under the Study and Examination Rules of the University in conjunction with Section 54(4) of the Act for the duration of the interruption of studies.
6. For culpable violations of obligations laid down in legal regulations and internal regulations of the University, a student may be sanctioned under the Disciplinary Code for Students.
7. A student engaged in practical instruction and work placements is subject to the general regulations on occupational safety and health and working conditions for women.
8. PEUNI ensures appropriate arrangements for the studies of parents and persons who have taken a child into care replacing parental care on the basis of a decision of the competent authority pursuant to the Civil Code or legislation on state social support, for the recognised period of parenthood.

Article 29
Fees Connected with Studies

1. Fees connected with studies at PEUNI are fees for studies (hereinafter the "tuition fee") and other fees laid down in an internal regulation of PEUNI – the Rules on Fees Connected with Studies. The Board of Directors issues the Rules on Fees Connected with Studies in the form of an internal regulation.

2. In the Rules on Fees Connected with Studies, the Board of Directors sets the types of fees connected with studies, the rules for determining their amount, the method of payment and due dates, and may also set rules for reduction or remission of fees connected with studies.
3. An overview of all fees is available to students in the University's information system.

Article 30
Employees of the University

The University employs, under employment contracts or on the basis of agreements performed outside employment, academic staff, scientific and specialist staff and other employees ensuring the operation of the University.

Article 31
Visiting Professor, Emeritus Professor, Extraordinary Professor

1. A visiting professor of PEUNI (hereinafter the "visiting professor") may be a teaching employee of a foreign higher education institution who works in a field in which PEUNI provides educational activities and who holds a position at the foreign higher education institution comparable to that of professor or associate professor.
2. A visiting professor is appointed by the Rector on the proposal of the Scientific Council. On the basis of this decision of the Rector, the relevant person is entitled, for the period of his/her activity at PEUNI, to use the professional designation "visiting professor of Pan-European University".
3. A visiting professor performs teaching activities at PEUNI and may also carry out creative activities, usually on the basis of agreements performed outside employment.
4. A visiting professor is not a member of the academic community of PEUNI.
5. An emeritus professor of PEUNI (hereinafter the "emeritus professor") may be a professor who has retired from employment at PEUNI or who is retired and was formerly employed by PEUNI.
6. An emeritus professor is appointed by the Rector on the proposal of the Scientific Council.
7. An emeritus professor is entitled to participate in scientific research at PEUNI and for this purpose to use its facilities and information technologies. Detailed conditions are laid down by the Rector in a decision. Appointment as emeritus professor does not give rise to any further entitlements in relation to PEUNI.
8. An emeritus professor is not a member of the academic community of PEUNI.
9. An extraordinary professor is a person assigned to the post of extraordinary professor.

PART SIX
Study

Article 32
Admission to Study

1. The basic condition for admission of an applicant to study in a bachelor's, follow-up master's or doctoral study programme is fulfilment of the requirements laid down in Sections 48, 49 and 50 of the Act.
2. The University may set different conditions for admission of applicants who have completed a study programme or part thereof, or who are studying another study programme at a higher education institution in the Czech Republic or abroad, or who have completed an accredited educational programme or part thereof at a higher vocational school or are studying an accredited educational programme at a higher vocational school in the Czech Republic or abroad.
3. The University publishes, in good time and at least four months in advance, the deadline for submission of applications for study, the admission conditions and the manner of verification of their fulfilment, as well as the dates of entrance examinations or entrance interviews, their format and general content and criteria for their evaluation. This information is published on the University's official noticeboard and on the public section of the University's website.
4. If accreditation of a study programme is granted, the University may shorten the four-month period for submission of applications under paragraph 3 in order to maintain the beginning of the academic year. In such a case, the application period may be at least one month.
5. The admission procedure begins upon delivery of the application for study. The application must be delivered no later than on the last day of the period set under paragraph 3 or 4.

6. The Rector decides on admission to study on the basis of the results of the admission procedure.
7. The decision must be delivered to the applicant in accordance with Section 69a of the Act and the Directive on Delivery of Documents to Students and Applicants for Study.
8. Where the applicant's whereabouts are unknown, the decision is delivered by posting on the University's official noticeboard.
9. The applicant may lodge an appeal against the decision within 15 days of its delivery.¹
10. The Rector reviews the compliance of the contested decision and the procedure preceding it; the Rector issues the decision on the appeal within 30 days of delivery of the appeal to the University.
11. The applicant has the right to inspect the file after notification of the decision. Instead of allowing inspection of the file, the University may provide the applicant with a copy of the file.
12. Within 15 days after the end of the admission procedure, the University publishes a report on the course and results of the admission procedure in accordance with Section 50(7) of the Act.

Article 33 **Conditions of Study for Foreign Nationals**

1. Foreign nationals may be admitted to study in a study programme in the Czech language under the same conditions as other applicants if they:
 - a) demonstrate fulfilment of the admission requirement consisting in proof of prior education in accordance with Section 48(1), (4)(a) to (c) and (5)(a) to (b) of the Act,
 - b) have met the conditions laid down for admission of applicants for study in accordance with Article 32 of the Statute,
 - c) demonstrate knowledge of the Czech language in the entrance examination.
2. Foreign nationals may be admitted to study in a study programme in a foreign language if they:
 - a) demonstrate fulfilment of the admission requirement consisting in proof of prior education in accordance with Section 48(1), (4)(a) to (c) and (5)(a) to (b) of the Act,
 - b) have met the conditions laid down for admission of applicants for study in accordance with Article 32,
 - c) demonstrate knowledge of the foreign language in which the given study programme is provided in the entrance examination.

Article 34 **Course of Study**

The course of study in the relevant study programme and in the given type and form of study is governed by:

- a) the accredited study programme, and
- b) the relevant study plan for the given year of study, and
- c) the academic year schedule, and
- d) the Study and Examination Rules.

PART SEVEN **Quality Assurance of Educational, Creative and Related Activities** **and Internal Evaluation of the Quality of Educational, Creative and Related Activities of the** **University**

Article 35 **System for Quality Assurance of Educational, Creative and Related Activities**

1. The University has established a system for quality assurance of educational, creative and related activities, which includes the implementation of the University's intentions and procedures based on:
 - a) definition of the mission and strategy of the University,
 - b) definition of the duties of senior staff and members of bodies of the University and its units in relation to the quality of educational, creative and related activities,
 - c) the organisation of the University, determination of the competences, powers and duties of bodies, senior staff and members of bodies of the University,

¹ Section 83(1) of Act No. 500/2004 Coll., the Administrative Procedure Code

- d) financial, personnel and information resources for performance of educational and related creative activities,
- e) cooperation and mutual links between the University and other higher education institutions, public research institutions and other legal entities engaged in research, experimental development or innovation, employers of higher education graduates, entrepreneurs in the industrial and commercial sectors, business associations and other persons or bodies carrying out, supporting or using the educational or creative activities of higher education institutions or their results,
- f) standards and procedures for internal evaluation of the quality of educational, creative and related activities of the University,
- g) corrective and preventive measures and measures adopted to improve quality,
- h) internal documents and records relating to quality assurance of educational, creative and related activities of the University.

Article 36

Internal Evaluation of the Quality of Educational, Creative and Related Activities of the University

1. Internal evaluation of the quality of educational, creative and related activities of the University (hereinafter "quality evaluation") consists of:
 - a) application of standards and procedures for internal evaluation of the quality of educational, creative and related activities of the University,
 - b) preparation of a report on internal evaluation of the quality of educational, creative and related activities of the University, which describes the qualitative outputs achieved by the University in the field of educational and creative activities and the measures taken to remove any identified shortcomings; the report on internal evaluation of the quality of educational, creative and related activities of the University is prepared within the deadlines set by an internal regulation of the University, at least once every five years, and is updated annually by a supplement describing changes achieved in quality and in management measures,
 - c) making the report on internal evaluation of the quality of educational, creative and related activities of the University and its supplements accessible to bodies and members of bodies of the University and its units, the Ministry and the National Accreditation Bureau.
2. Quality evaluation covers the following areas:
 - a) strategic management and planning of the University,
 - b) international openness of the University,
 - c) implemented study programmes,
 - d) staffing of instruction,
 - e) technical and organisational support of instruction,
 - f) development of human resources of the University,
 - g) learning outcomes and study results,
 - h) outputs of creative activities.
3. Continuous monitoring of the above areas leads to assessment of criteria, determination of corrective and preventive measures and measures adopted to improve the quality of educational, creative and related activities of the University.
4. The system for quality assurance of educational, creative and related activities and internal evaluation of the quality of educational, creative and related activities of the University is ensured by the Board for Internal Evaluation.

PART EIGHT

Internal Regulations

Article 37

The internal regulations of PEUNI pursuant to Section 41 of the Act are:

- a) the Statute,
- b) the Rules of the System for Quality Assurance of Educational, Creative and Related Activities and Internal Evaluation of the Quality of Educational, Creative and Related Activities,
- c) the Study and Examination Rules,

- d) the Scholarship Code,
- e) the Disciplinary Code for Students,
- f) the Rules of Procedure of the Scientific Council,
- g) the Statute of the Board for Internal Evaluation,
- h) the Lifelong Learning Code,
- i) the Code of Study in the Doctoral Study Programme.
- j) the Rules on Fees Connected with Studies.

PART NINE

Final Provisions

Article 38

1. This Statute repeals the Statute of Pan-European University, a.s., registered by the Ministry on 2 February 2024 under Ref. No. MSMT-28468/2023-7.
2. This Statute was discussed and approved by the Scientific Council on 17 June 2025 in accordance with Article 15(4)(h) of the Statute of Pan-European University, a.s..
3. This Statute becomes valid pursuant to Section 36(4) and Section 41(2) of the Act on the date of registration by the Ministry and effective on 1 September 2025.

prof. RNDr. Vladimír Krajčík, Ph.D., v. r.
Rector

Depiction of the PEUNI logo

Annex No. 1 to the Statute

